

# **Oklahoma Alliance on Aging Board of Directors Meeting**

August 3, 2006  
Minutes

**Present at the meeting:** Erma Alford, Helen Patrick, Larry Hendricks, Theo Crawley, Carl Ganter, Dr. Ray Bishop, Vivian Smith, Tommie Lou Levi, John Terneus, Albert Janco, James Crowder, Marjean Mitchel, Kent Kepler,, Lee Holder, Don Hudman and Allecia Ratliff.

With 1<sup>st</sup> VP John Terneus presiding, the meeting was called to order at 1:00.

Introductions were made by John Terneus. Carl Ganter introduced himself as the replacement for Stan Sweeney representing the Oklahoma Association for Homecare. Carl will be taking Stan's place as Assistant Secretary of the Board.

Review of the address list was made for correction noting Vivian Smith's Address correction.

The Agenda was approved

## **Treasurer's Report**

Treasurer Don Hudman reported the deposits were \$195 and the checks written were that of two personnel checks totaling \$278 and a check to AT&T which was not listed in the ledger. The balance was that of \$5500 - \$5600.

It was noted that training would be needed for Marrietta Real for accessing the file and passwords for better knowledge of activity and balances.

Don will be setting up a spreadsheet for reporting purposes. Don will report the checks that are written and Marietta will report the deposits.

It was also discussed that keys to the building will soon be obsolete. Reports on procedures for accounting and keys will be presented at the next meeting.

## **New Business**

Larry Hendircks posed the question of the function and meeting dates of the OAP (Partnership)

Don Hudman stated that the OAP was an informal partnership and Albert Janco recognized the intent of the Partnership was to alleviate confusion by the request of legislators and to establish unanimity among the organizations involved.

*A motion was then made by John Terneus and seconded by Lee Holder*

**Motion:** To continue involvement with the OAP (Partnership)  
**Motion was Passed.**

*A motion was made by John Terneus and seconded by Lee Holder*

**Motion:** To Appoint Theo Crawley to represent the OAOA as chairperson at the OAP.  
**Motion was Passed.**

*A motion was made by Tommie Lou Levi and seconded by Marjean Mitchel.*

**Motion:** To Limit the OAP to organizations that primarily have an aim or purpose for representing the elderly.  
**Motion was Passed.**

Discussion of the Website began recognizing the functions of the website for access to legislators and legislative tracking. The website address is [www.okallianceonaging.org](http://www.okallianceonaging.org).

Discussion of the newsletter began recognizing that the recent bulk mailing had worked successfully noting the survey on the front with priorities for 2007. Fill out the Priorities for review. They are due back by September for the results to be published before the November elections.

Executive Committee proposals on Page 5 of the newsletter were discussed. Suggestions were made to use paper tape for easier opening of the newsletter and numbered pages on all pages.

The office Hours are MWF 9:00-1:00 and Volunteers are at the office on Tuesdays and Thursdays. The Volunteers should be used on a limited basis until training of the staff is complete.

Recommendations were made in regards to the newsletter and it was noted that Wanda Debruler was developing the newsletter.

Helen Patrick suggested that we have the newsletter every other month to build up to a monthly circulation. The cost of the newsletter was approximately \$200per newsletter. Discussion of the content in the newsletter should be the responsibility of the Board and Wanda was to take that information and put it into a newsletter. She was not the person to provide the content.

Vivian Smith stated that it would bring a sense of continuity if we had is sent out more often.

*A motion was made by Vivian Smith and seconded by Dr. Ray Bishop.*

**Motion:** That the newsletter be provided every other month.

The motion was then amended by Helen Patrick on the pretense that the newsletter would eventually be moved to monthly.

**The amendment failed by a majority vote and the original motion passed.**

Discussion began on the potential for sponsorships of the newsletter and the potential of covering the cost of developing the newsletter.

*A motion was made by John Terneus and seconded by Theo Crawley*

**Motion:** To approve the recommendations of the executive committee to invite sponsors of the next newsletter for \$200 with front page credit

**Motion was Passed**

*A Motion was made by John Terneus and seconded by Theo Crawley*

**Motion:** To approve the recommendation of the Executive committee to invite sponsors in the next newsletter postponing how much to ask for full 8 ½ x 11 page, half page and quarter page, etc...

**Motion was Passed.**

*A motion was made by Theo Crwaley and seconded by Helen Patrick*

**Motion:** That sponsorship of a full page be \$50 and for half page \$25.

**Motion was Passed**

Discussions began on the frequency of Board meetings with Helen Patrick and Vivian Smith requesting that we meet more frequently for better continuity.

*A motion was made by Lee Holder and seconded by Theo Crawley.*

**Motion:** That the Board of Directors continue meeting on a quarterly basis.

**Motion Passed by Majority (6 to 5)  
The Board will meet Quarterly**

## **Committee Reports**

The strategy committee recommended the schedule of meetings. (Refer to hand out provided "Recommended Strategy Committee Schedule")

Discussion of inclusion of Scott Ellis of the Paralyzed Veterans of America in the Strategy committee were made. It was noted that the meetings were open meetings for anyone to attend.

*A motion was made by John Terneus and seconded by Tommie Lou Levi.*

**Motion:** To open Strategy committee meeting for informal contacts w/ Veterans; Organizations.

**Motion was Passed.**

Tully McCoy as 2<sup>nd</sup> VP is the one that would make the contacts w/ other organizations.

*A motion was made by Helen Patrick and seconded by Kent Kepler.*

**Motion:** Recommending that the next newsletter recognize the \$4000 grant from the Kirkpatrick family fund.

**Motion was Passed.**

Discussion about identifying members of the various committees began with identification of the committee chair.

Committees are as follows: Legislation, Vision, Long Range Planning, Education, Newsletter, Membership, Nominating, Finance and Audit.

## **Old Business**

Discussion on updating the brochure for the OAoA began with areas identified that need altering.

Discussion of the endowment w/ OKC Community Foundation.

*A motion was made by Tommie Lou Levi and seconded by Kent Kepler.*

**Motion:** To invite the OKC Community Foundation to the next Board Meeting.

**Motion was Passed**

Discussion began by Albert Janco in regards to the endowment process and recommendations were made.

Meeting was adjourned at 3:15